



DRAFT Board STRATEGY Meeting MINUTES
The Hut Community Centre Community Room
Thursday 8 September 2022
5.40 – 7.00pm

Attendees: Loraine Scheide (Chair), Ann Croser, John Kemp, Sylvia Pembroke, David Rawnsley, Greg Stevens, Greg Bussell, Sharon Maslen, Geoff Keynes, Deborah Turnbull

Apologies:

In attendance: Deb Bates (EO)

1. Meeting Opening

- 1.1. The Chair acknowledged that the meeting was being held on Aboriginal Land and paid respect to elders past, present and emerging.
- 1.2. There were Nil apologies.
- 1.3. There were nil Conflicts of Interest declared.

2. The Minutes of the Board meeting held on the 11 August 2022 are a true and accurate representation of the meeting.

Moved: G Keynes **Seconded:** S Pembroke

3. Action items – the completed action items are to be removed from the action list. Sharon enquired about the EO following up with Channel 44 which hasn't been completed. EO to follow up with the contact.

4. Business

4.1. Board Member Recruitment

- 4.1.1. The Chair welcomed Prof Deborah Turnbull to the Board which was echoed by all Board members.
- 4.1.2. Debrief of the 'Board Recruitment Information Session' & Next Steps
 - Board members spent some time talking to potential candidates, Sarah Moulds, Pamela Patane and Wallis Saba, who came to the information session immediately prior to the Board meeting.
 - The Board were very impressed with the level of potential candidates and feel that all three would work well with the existing board and would add value.
 - Discussion was held regarding the gap in knowledge in not having a CP or CPA on the board and if it would be worthwhile re-advertising. Sylvia offered to stay on the Finance & Audit Sub-Committee to ensure this skill set was maintained which was accepted by Board members. Greg B and A Croser will also continue on the Finance & Audit sub-committee and be the Board representatives. It was also

determined that all three attendees at the information session would likely have a strong financial acumen due to their work profile and experience.

4.2. Board Member Role Description

The Board Member role description reflects the role and is approved.

Moved: J Kemp

Seconded: A Croser

4.3. Salaries Review (In Camera)

Motion 1: The 12 months CPI increase for the last financial year (6.1%) be passed on to both the EO and CDM commencing on or after the first pay period November 24th, 2022.

Moved David Rawnsley

Seconded: John Kemp

So moved by the Board.

Motion 2: An informal performance review be conducted by The Hut Executive Committee to discuss how the EO is travelling, what are some of the areas that the EO might be struggling with and how we as a Board can assist her and her team?

Moved: David Rawnsley

Seconded: John Kemp.

So moved by the Board.

4.4. Woodside Book Shed update

EO confirmed, after speaking with an AHC Building Officer that the property's is listed as 'commercial shop'. There is still interest in the sub-leasing of the building as an information centre.

David confirmed that we are very slowly progressing with Council approvals and that the revised plan, consisting of fewer carparks and limited work on the parking area have passed through planning and engineering. The wait is now with Dept of Transport to approve the final plan in writing and then for Plan SA to officially approve the work.

4.5. Review of Constitution

J Kemp suggested that the term "Annual General Meeting' be added to the Definitions. It was agreed that the AGM plus Special General meeting all sat under the 'General Meeting' umbrella so this wasn't necessary.

Clause 5.3 – remove

Clause 5.5 – amend to read " Membership shall be renewed each year by lodgement of a Membership Renewal form."

Action: EO to make changes listed above and send a final copy to Board members. Final copy to be ratified at the October Board meeting (Action)

4.6. Board Professional Development

To be added to Board meeting Agenda post AGM.

5. AOB

Date for the meeting following the AGM: Due to the EO being on leave from the 5th November, it was suggested that the first meeting after the AGM is held on Thursday 3rd November for the

appointment of the Chair, Deputy Chair and Treasurer. This will need to be confirmed with all new Board members at the AGM.

All Agreed

6. **Next Meeting:** Thursday October 13th 5pm at The Hut Community Centre

AGM: Thursday October 27th 6pm at Aldgate Village Well, Strathalbyn Road, Aldgate

7. **Meeting Closed 7:06pm**

Accepted as an accurate record of proceedings:

H Scheib

Chair – on behalf of Members

Date *14 / 10 / 2022*